



City Attorney City of Green Bay, WI

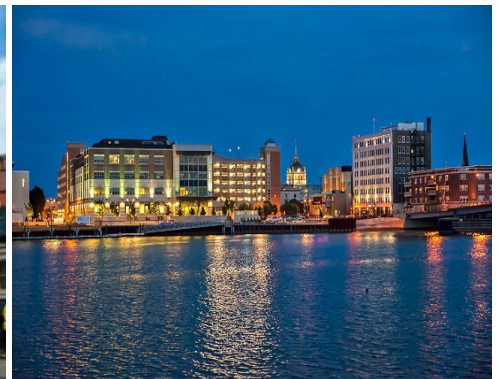
City of Green Bay Mission Statement

The City of Green Bay is a proud community dedicated to enhancing the quality of life for all residents, businesses, and employees through diligent management of our assets and wise investment in our strategic growth.

We value our history, our citizens, our diversity, our businesses, our workforce, our volunteers, our neighborhoods, our downtown, and our waterfront.

The City of Green Bay

Green Bay is the third largest city in Wisconsin (population approximately 105,000) and is home to the world famous Green Bay Packers, earning the City the unofficial nickname of Tiletown, USA. Additionally, the City occupies a stunning waterfront location positioned between Wisconsin's famous Door Peninsula and it's equally renowned Northwoods.



Apply online: www.green-bay.org/jobs

Applications will be accepted until the position is filled.

Salary commensurate with experience, up to \$106,700.

The City of Green Bay is an Equal Opportunity Employer.

The City of Green Bay



The Municipal Organization

The City operates under a Mayoral/City Council form of government and employs approximately 950 regular and up to 900 seasonal employees.

The Mayor oversees municipal operations organized into 11 departments: Administrative Services, Community Services, Economic Development, Fire, Human Resources, Law, Municipal Court, Police, Public Works, Transit, and Water Utility.

Green Bay is divided into 12 districts represented by alderpersons. The City Council makes policy determinations for the City through the enactment of ordinances and resolutions.

Living in Green Bay

Housing:

Green Bay boasts a low cost of living and a wide variety of housing choices, including renting and ownership. The median price of a home or condominium in Northeastern Wisconsin is approximately \$132,000, which makes home ownership attainable.

Recreation:

The City of Green Bay boasts year-round indoor and outdoor activities to match all interests. There are 65 beautiful parks around the City that offer a variety of recreational activities. The City operates many hockey and ice skating rinks, basketball and tennis courts, a disc golf course, and aquatic centers.

Outdoor enthusiasts can enjoy biking, hiking, and cross-country skiing along with Fox River Trail and other state recreational trails. Proximity to the Fox River, the Bay of Green Bay, and Lake Michigan provides residents with opportunities to enjoy fishing and boating. Families can enjoy Bay Beach Amusement Park and the Wildlife Sanctuary. Additionally, the YMCA and YWCA of Green Bay, and Kroc Center offer family oriented recreational programs.

Arts and Entertainment:

Green Bay offers arts and entertainment seekers a wide variety of entertainment activities from art galleries, to the performance arts to sporting events.

The Weidner Center for the Performing Arts located on the UW-Green Bay campus and the Resch Center play host to national ballets, the Green Bay Symphony Orchestra, Broadway productions, and major national headliners. In addition, downtown Green Bay is home to the Meyer Theater, a 1,000 seat venue that hosts local productions such as the Green Bay Civic Symphony, Let Me Be Frank Productions, and community theater groups. Gallery Night along Olde Main Street is held 4 times a year promoting the many art galleries near downtown.

Sports fans can choose from the Green Bay Packers at Lambeau Field, the Green Bay Bullfrogs (baseball), the 2012 USHL Champion Green Bay Gamblers (hockey), the Green Bay Blizzard (arena football), men and women's basketball at UW-Green Bay, or St. Norbert College athletics, including baseball and hockey programs. Additionally, the newly designed Packers Heritage Trail is sure to delight the sports fan and history buff alike.



Tall Ships Festival



Bay Beach Amusement Park

City Attorney Position Summary

The City of Green Bay is seeking an experienced attorney with exceptional interpersonal skills and strong analytical ability. This is an exciting opportunity to participate in strategic decisions related to the continued development of the City of Green Bay and practice municipal law.



The Law Department

The City Attorney directs the operations of the Law Department which is comprised of the City Attorney, two Assistant City Attorneys, a Paralegal, and a Legal Secretary.

Essential Position Functions

- Acts as legal advisor to the Mayor, Common Council, appointed officials, and City departments.
- Completes legal requirements of municipal bond issues and other municipal financial requirements. Development and redevelopment negotiations and agreements, including City and Redevelopment Authority public financing and bond issues.
- Attends Common Council and committee meetings to assist in the formulation and implementation of official policy and legal implications involved.
- Liaison to the Green Bay Packers for annual insurance renewals, lease negotiations, etc.
- Represents the City of Green Bay with respect to the Cities and Villages Mutual Insurance Company, the administrator of the City's self-funded liability insurance.
- Drafts ordinances and resolutions for approval by the Common Council. Drafts contracts and agreements for the City and its departments.
- Represents the City of Green Bay in all aspects of litigation, including the preparation of pleadings and legal research. Represents the City of Green Bay in administrative hearings before state and federal boards and commissions.
- Establishes policy and administers office procedures. Prepares and administers departmental budget. Provides management, direction, supervision and coordination of Law Department staff and activities.
- Oversees real estate transactions for the City of Green Bay.
- Responds to citizen inquiries and complaints regarding legal opinions on various issues of municipal law.

Position Requirements

- Juris Doctor Degree from an accredited law school
- 7 years experience in municipal law, litigation, real estate law, constitutional law and general business law, including supervisory experience
- License to practice law in the State of Wisconsin
- Admission to practice law in Federal Courts.

A combination of equivalent experience and/or education may be considered.